Annotation to Personal Information

Name of Personal Information Bank

Number of Personal Information Bank

Reference Number

Name of Applicant (Individual or Authorized Representative)

requested a correction to be made to

his/her (or to the named individual's) personal information on

Date

Name of Public Body

refused the applicant’s request and has made the following annotation to the record:

This annotation has been sent to the individual and to all public bodies and organizations to which the information was disclosed in the year preceding the date of the Request for Correction of Personal Information.

Authorized Official or Employee

Print Name

Signature

Date

SA 119 (2009/05)